

WEST BUTTERWICK PARISH COUNCIL

These are the Minutes of Full Council Meeting of the West Butterwick Parish Council held at Fred Wooffitt Memorial Hall, West Butterwick on 15 June 2026.

In Attendance: Cllr Drakes (Chair), Cllr Fowler, Cllr Harris, Cllr Marshall and Cllr Shadlock.

Clare Boyall Clerk and Responsible Financial Officer

Ward Cllr Kennedy

0 Members of the Public

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- 01/06/26 Public Participation Session**
None.
- 02/06/26 Apologies**
Cllr Brown.
- 03/06/26 Declarations of Interest**
None.
- 04/06/26 Granting of Dispensations (Code of Conduct, 2012)**
None.
- 05/06/26 Minutes of the Full Council meeting held on 18 May 2026**
Cllr Harris proposed that the draft minutes of the Full Council meeting held on 18 May 2026 be accepted as a true record, seconded by Cllr Shadlock. All in favour. **Resolved.**
- 06/06/26 Chairperson's Items**
Cllr Drakes reported that the road sweeper had been out to the village but unfortunately this had blocked some of the drains. This was reported and the drains have been cleared.
The school pebbles have been removed from the War Memorial as they had degraded. The school children may re-paint them.
- 07/06/26 Clerk's Report**
A reply has been sent to Sgt Harrison to note the information he had sent and also ask for the data from the speed spot checks that will be performed.
The sign for School Lane is on order and will be replaced once this has been received by N Lincs Council.
The litterbin agreement has been signed and sent to N Lincs Council.
Confirmation of permission was sent to N Lincs Council for the Youth Van. A site visit had already taken place, and the van will be able to access the site via Ulyett Lane.
A resident had contacted the council regarding noise nuisance, antisocial behaviour and inconsiderate parking by visitors to the Ferryboat Inn. The resident has been advised to speak to the landlord in the first instance and what authorities they can contact.
The grass contractor has strimmed and sprayed the weeds on the edge of the Millennium footpath next to the metal fence free of charge.

Cllr Shadlock proposed to note the Clerk's report, seconded by Cllr Marshall. All in favour. **Resolved.**
- 08/06/26 Financial Report**

Cheque	Recipient	Purpose	Nett Amount	VAT	Total
101680	Staff	Salary June			Confidential
101681	C Boyall	Mileage	20.62	0	20.62

101681	C Boyall	Home Office Allowance Jul-Sep	78.00	0	78.00
101682	HMRC	PAYE			Confidential
101683	Yards Apart	Grass Verges Cut 3	175.00	35.00	210.00
101683	Yards Apart	PROW Cut 1	275.00	55.00	330.00
101684	N Lincs Council	Litterbin Agreement	546.00	109.20	655.20
101685	The Play Inspection Company	Annual Playground Inspection	117.00	23.40	140.40
DD	Sage One	Payroll Services	11.00	2.20	13.20

The Clerk advised that an invoice for the village plants to G Tune and Son for £250 plus VAT had been received just prior to the meeting and also needs approval.

Cllr Drakes proposed that the financial report be accepted and the cheques for payment should be signed, seconded by Cllr Shadlock. All in favour. **Resolved.**

09/06/26

Playground Inspection

09.1

Tape will be added to the rope swing as this is a very small area and the external rope is very slightly frayed. This will be monitored.

09.2

A site sign will be investigated following the external annual inspection

Cllr Shadlock proposed to note the internal and annual playground inspections, seconded by Cllr Fowler. **Resolved.**

10/06/26

Annual Audit 2025/2026

Cllr Drakes proposed to note the confirmation from the external auditor that the Certificate of Exemption has been received and the conclusion of the 2025/2026 audit, seconded by Cllr Harris. All in favour. **Resolved.**

11/06/26

Bank Reconciliation Check

Cllr Marshall confirmed that she had performed payment checks against the bank reconciliation. Cllr Drakes proposed to note that the payment checks had been made against the bank reconciliation, seconded by Cllr Marshall. All in favour. **Resolved.**

12/06/26

Budget Review

Cllr Harris proposed to note the budget review, seconded by Cllr Shadlock. All in favour. **Resolved.**

13/06/26

Health and Safety Policy

Cllr Fowler provided an HSE example to the Clerk to review.

14/06/26

Mileage Rates

Cllr Drakes proposed to note that the approved mileage rate has increased to 55p per mile backdated to 1 April 2026, seconded by Cllr Fowler. All in favour. **Resolved.**

15/06/26

Sage Payroll

Cllr Drakes proposed to note that the new cost from 1 July 2026 will be £14 inc VAT, seconded by Cllr Harris. All in favour. **Resolved.**

16/06/26

Isle Country Show CIC

Cllr Marshall proposed to reply to the committee stating that due to the limited number of Cllrs at the present time they were unable to commit to anyone attending their meetings, but the Parish Council wish the committee all the best for the show, seconded by Cllr Shadlock. All in favour. **Resolved.**

- 17/06/26 New Legislation**
Cllr Drakes proposed to note that new legislation has come into force under section 32a of the Localism Act 2011 regarding publicly available information for Councillors, seconded by Cllr Shadlock. All in favour. **Resolved.**
- 18/06/26 Planning Permission Granted**
Cllr Marshall proposed to note that planning application PA/2026/181 has been granted, seconded by Cllr Shadlock. All in favour. **Resolved.**
- 19/06/26 Salt Bin Parklands**
Cllr Fowler stated that he had removed the salt bin from the top of Parklands. This has been washed and stored. Cllr Marshall proposed that the salt bin be replaced in the same position towards the end of the year and Cllr Drakes add a post to Facebook regarding the antisocial behaviour, seconded by Cllr Drakes. All in favour. **Resolved.**
- 20/06/26 Highways Officer Communication**
The communication was discussed at length including that the Highways Department will not be adding additional signage to the area where the road narrows on North Street. Cllr Drakes proposed to note the reply from the highways officer, seconded by Cllr Shadlock. All in favour. **Resolved.**
- 21/06/26 Ward Councillor Report**
There is still a grant available from N Lincs Council for £300 for households that use oil for heating and £100 for LPG heating.
Armed Forces Day is on 20 June at Normanby Hall.
Ward Cllr Kennedy has asked for a real time bus display to be considered for the bus stop at the top of Parklands.
Residents are encouraged to keep reporting the parking issues on Parklands to the Police.
- 22/06/26 Highways, Footpaths and Street Lighting**
There are weeds in the village. This is N Lincs Council's responsibility.
- 23/06/26 Date and Time of Next Meeting**
To note the date and time of the next meeting as Monday 20 July 2026 at 7 pm.

Noted.

Meeting Closed at 8.29 pm.